



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
UNITED STATES ARMY INTELLIGENCE CENTER AND FORT HUACHUCA
1903 HATFIELD STREET
FORT HUACHUCA ARIZONA 85613-7000

29 APR 2005

ATZS-CG

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: POLICY 121 – Use of the Fort Huachuca Alternative Dispute Resolution (ADR) Program (FHADRP)

1. REFERENCES.

- a. Civil Rights Act of 1991.
- b. Title 29 Code of Federal Regulations (C.F.R.), Part 1614, revised 9 Nov 99.
- c. Alternative Dispute Resolution Act of 1990.
- d. AR 690-600, Equal Employment Opportunity Discrimination Complaints, revised 9 Mar 04.
- e. Installation Management Agency (IMA) ADR Policy dated 13 May 04.

2. POLICY. I encourage the use of the FHADRP to resolve complaints and grievances at the earliest possible stage. Participation is voluntary for the employee (grievant) and mandatory for organizational management regarding Equal Employment Opportunity (EEO) complaints. Although participation is voluntary for management of partner organizations, I recommend that you adopt a similar policy to ensure maximum utilization of this program.

3. I expect total support for the FHADRP and wholeheartedly encourage its use. Use of mediation and alternative forms of problem resolution will enhance mission readiness, eliminate wasted time and expenditures through drawn-out litigation processes, and benefit management and employee relations. I am totally committed to this program at Fort Huachuca. Such programs help create a work environment conducive to personal and professional excellence.

4. A copy of this memorandum will be posted on all official bulletin boards.

5. PROPONENT. Fort Huachuca EEO Office, 538-0275.

BARBARA G. FAST
Major General, USA
Commanding

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